



SOUTHWEST
TEXAS★COLLEGE

SWTX **CABINET** **MEETINGS**

AUGUST 2025



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CABINET MEETING

August 06, 2025

	AGENDA ITEM	NOTES
1.	President	
2.	VP Academic Affairs	• Carrizo Springs HS • Working on SWTX+Connections High School Partner Zones • Working directly with the Dual Credit Department and Division Chairs to support high school schedule changes and late requests. • Working with Professional Development Department, SIR Departments, Division Chairs to support collaboration planning for the adjunct faculty training. • Receiving and working with students who are on Academic Scholastic Appeal. • Receiving and reviewing student paperwork applying for overload of semester credit hours. • Working on Compass Report, the THECB annual certifications Dr. Gonzales shared (two that seem to apply to me Fresh Start and Course Sequence. • Interviews for open positions which fall under academic affairs. • Dual Credit Department – Registration, one high school missed an entire cohort of students – asked for a late registration and application process, Dual Credit Department on site yesterday to help students complete Apply Texas applications. • • Applied Sciences Division - Surgical Technology Advisory Committee meeting August 5 at 6:00 pm. Well attended, excellent feedback from the community, students, and vested parties. LEA students began classes this week. Ad Astra training, supporting high

		school scheduling, working on tier structure for program coordinators. • Workforce Department – Working with MRG to showcase our programs (Aug. 7) to displaced workers at the plant formerly known as Dickies. CDL program move to Annex in Eagle Pass. • Liberal Arts Division – Ad Astra training, supporting high school scheduling, working on tier structure for leads and potential one-time stipends for faculty who created FOS courses upon request of the college, TSIA2 grant students support efforts • Instructional Technology Department – Smartboards inventory and room changes, condition of board. Replaced board in E131. Supervisor reviewing monitor workloads, anticipating hiring many monitors for new year.
3.	VP Student Services	
4.	VP Finance	• Unfunded Mandates for TACC report

5.	VP Eagle Pass Campus	
6.	VP Administrative Services <i>The harvest does not negotiate with the farmer. Outcomes obey effort, not excuses.</i> <i>Anonymous</i>	• Campus Health report-All good, Fentanyl speaker for Fall-Hoffman • Projects Moving forward: • Tech Expansion EP/DR, Paving, Garner Hall HVAC, Carpentry Sci., Aviation, Kincaid, Safe Evac, Gym HVAC, Garner Sci., Parking Lot 4 open, • Residence Life-some program students have arrived, Move In 8-13-25, • Garner Hall 62 of 64 beds, 100% of rooms occupied, HVAC issues 3 bids pending • Hubbard Hall-70-75% of available rooms occupied, working on remodeling plan • Campus Police-EP/DR hires moving forward, DR 8-15-25, EP 9-1-25 • Public Info: • Rebranding-few old signs remain, Canopies purchased (3), Student Engagement Calendar submitted, Registration Open push.
7.	VP Del Rio Campus	• 7/31: First MCV4 Clinic: 30 uninsured, waiting on insured numbers • • Registration Busy – departments calling FA call lists • Social Media post regarding incorrect FA site code • 8/2: NC Jr. Livestock Rodeo ---- scholarships • Started leveling ground in back lot • A/C issues --- DR Temps: 107 degrees, feels like 115 degrees

8.	VP Special Projects	• Implications of Senate Bill 37 on Faculty Association; may be redundant with other Cabinet entries • Faculty Roster will be in Focused Report Evidence Repository for review • Summer SACSCOC Institution debrief
9.	Chief of Staff	
10.	Faculty Association	

CABINET MEETING OF
SOUTHWEST TEXAS COLLEGE

August 06, 2025

The Cabinet members of Southwest Texas College met August 06, 2025 in the President's Office

Cabinet members present were:

Dr. Hector Gonzales, President
April Ruhmann, Vice President of Academic Affairs
Cruz Mata, Vice President of Student Services
Lisa Ermis, Vice President of Finance
Brenda Hoffman, Vice President Eagle Pass Campus (Via Zoom)
Derek Sandoval, VP Administrative Services
Connie Buchanan, Vice President Del Rio Campus
Dr. Mark Underwood, Vice President Special Projects
Dr. Randa Schell, Chief of Staff

Also present were:

Armando Mondragon, Dean of Applied Sciences
Charles Garabedian, Dean of Instructional Services and School District Partnerships
Landra Fowler, Faculty Association

1. President

- a. The President reviewed and discussed BOT meeting agenda.
- b. Discussed and reviewed the list of 89th Legislature bills pertinent to our operations.

2. Vice President of Academic Affairs

- a. A.R. presented cabinet members with Dual Credit Program updates. The Dual Credit Program is working on SWTX+Connections High School Partner Zones. Working directly with the Dual Credit Dept and division chairs to support high school schedule changes and late requests.
- b. Discussed assisting the Professional Development Department, SIR Departments, Division Chairs to support collaboration planning for the adjunct faculty training to be held on 08/07/2025.
- c. The Office of the Vice President of Academic Affairs is receiving and working with students who are on Academic Scholastic Appeal and is Receiving and reviewing student paperwork applying for overload of semester credit hours.
- d. A.R discussed working on Compass Report, the THECB annual certifications Dr. Gonzales shared (two that seem to apply to me Fresh Start and Course Sequence).
- e. Discussed Interviews for open positions which fall under academic affairs.
- f. Discussed the Dual Credit Department on Registration status, one high school missed an entire cohort of students and asked for a late registration and application process, Dual Credit Department on site yesterday to help students complete Apply Texas applications.
- g. The Applied Sciences Division had the Surgical Technology Advisory Committee meeting August 5 at 6:00 pm. Well attended, excellent feedback from the community, students, and vested parties. Law Enforcement Academy students began classes this week. Ad Astra training, supporting high school scheduling, working on tier structure for program coordinators.

- h. Discussed the Workforce Department is working with Middle Rio Grande to showcase our programs (Aug. 7) to displaced workers at the plant formerly known as Dickies. The CDL program move to Annex in Eagle Pass.
- i. A.R. provided an update on the Liberal Arts Division Ad Astra training, supporting high school scheduling, working on tier structure for leads and potential one-time stipends for faculty who created FOS courses upon request of the college, TSIA2 grant students support efforts.
- j. The Instructional Technology Department conducted Smartboards inventory and room changes, condition of board. Replaced board in E131. Supervisor reviewing monitor workloads, anticipating hiring many monitors for new year.
- k. C.G. discussed HB 3372 – public school administrators working outside of school district
- l. Professional Development is hosting the Adjunct Faculty Convocation tomorrow August 07, 2025. Fall Convocation next week August 13, 2025.
- m. A.M. discussed Workforce is offering 2 classes for UMH employees and exploring dental assistant and realtor classes.
- n. Discussed the Nursing program has 18 students in every nursing program. The NCLEX tutoring for most recent class is ongoing.
- o. Discussed the Law Enforcement Academy. There are 48 students enrolled.
- p. A.M. provided an update on the Pathways grant. Require a grant evaluator – met with TSC
- q. Discussed the James Renfro Golf Tournament to be held on October 25. Opportunity for scholarships for technical students and set up technical programs booths.

3. Vice President of Student Services

- a. Discussed sending out campaign for awarded and not registered.
- b. Discussed Success Coaches' meeting on Monday to develop a calendar and timeline.
- c. Discussed the Torres Unit contract in the works for academic.
- d. Discussed the Summer grad applications. There are 96 applications submitted.
- e. Payment deadline is August 8 for the Fall Semester.
- f. Pay as you go and late registration begins 8/11 through 8/19.
- g. C.M. submitted the Annual Certification of Compliance with Texas Education Code Section 51.9193
- h. C.M. met with EdSights.
- i. C.M. is meeting with Pearsall administration this afternoon (08/06/25)
- j. C.M. will be attending Carrizo Springs event tonight.
- k. C.M. presented the Enrollment Report: 4768 headcount/43777 credit hours.

4. Vice President of Finance

- a. Discussed the unfunded mandates for TACC report.

5. Vice President of Eagle Pass

- a. Discussed working with students on suspension.
- b. Discussed Internship event coming up on August 26.
- c. Paving at the Eagle Pass Campus begins tomorrow. (08/07/25).

6. Vice President of Administrative Services

- a. Discussed the Campus Health report. Reported all is good. There will be a Fentanyl speaker for Fall semester.
- b. Projects Moving forward with the Tech Expansion EP/DR, Paving, Garner Hall HVAC, Carpentry Sci., Aviation, Kincaid, Safe Evac, Gym HVAC, Garner Sci., Parking Lot 4 open,
- c. Discussed the updates on Residence Life. Some program students have arrived. Regular Move In date is set for 8-13-25. Garner Hall 62 of 64 beds, 100% of rooms are occupied.
- d. Discussed the HVAC issues. There are 03 bids pending.

- e. Discussed Hubbard Hall-70-75% of available rooms occupied.
- f. Discussed department progress on remodeling plan.
- g. Campus Police-EP/DR hires are moving forward. Expected dates DR 8-15-25, EP 9-1-25
- h. Discussed the updates on Public Info. Few old signs remain in the Rebranding process. 3 Canopies were purchased. The Student Engagement Calendar has been submitted

7. Vice President of Del Rio

- a. On 7/31, the First MCV4 Clinic: 30 uninsured, waiting on insured numbers.
- b. Discussed the Registration department. Busy – department calling FA call lists.
- c. Discussed the Social Media post regarding incorrect FA site code.
- d. On 8/2, the Nueces County Jr. Livestock Rodeo. Presented scholarships to 2 Calf winners and Rodeo Queen.
- e. Discussed the start of leveling ground in back lot at the Del Rio Campus.
- f. Discussed the Campus A/C issues. Del Rio temperatures report 107 degrees, feels like 115 degrees.

8. Vice President of Special Projects

- a. Discussed the implications of Senate Bill 37 on Faculty Association.
- b. Discussed the faculty Roster will be in Focused Report Evidence Repository for review.
- c. Discussed the Summer SACSCOC Institution debrief.

9. Chief of Staff

- a. Discussed the Chief of Staff to attended the TASB Legislative Seminar on Friday (08/09/25)
- b. Discussed the Title IX report. It will go on the October Board Agenda.
- c. Discussed the Whitelist for school district IPs.
- d. R.F.S. will be out next Thursday and Friday

10. Faculty Association

- a. Further discussed the implications of SB 37.

CABINET MEETING
August 20, 2025

	AGENDA ITEM	NOTES
1.	President	August Board of Trustees Board Meeting Date/Time: August 21, 2025 at 6 PM Location: MSC- Bluebonnet Room Departments: Workforce & Office of Grants Management
2.	VP Academic Affairs	
3.	VP Student Services	
4.	VP Finance	
5.	VP Eagle Pass Campus	

6.	VP Administrative Services <i>Success is one thing you can't pay for. You buy it on the installment plan and make payments every day.</i> <i>Zig Ziglar</i>	• Paving Uvalde • Public Information • Housing • Gym/Pool • Board briefing tomorrow
7.	VP Del Rio Campus	• Teller/Receptionist position filled – start 9/2/25 • Custodian with Skills position filled – start 8/25/25 • Tx DPS used Auditorium for Training Aug 14 and Aug 15 • Donuts and Directions, Aug 18 and 19 • Last Meningitis Shot Clinic August 21, 10am-2pm • DR P-Tech Student/Parent Orientation (NSO and tour) Sept 10 • (Eva meeting with Parents Aug 20 at high school)
8.	VP Special Projects	
9.	Chief of Staff	

10.	Faculty Association	
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Cabinet members present were:

Dr. Hector Gonzales, President
April Ruhmann, Vice President of Academic Affairs
Cruz Mata, Vice President of Student Services
Lisa Ermis, Vice President of Finance
Brenda Hoffman, Vice President Eagle Pass Campus (Via Zoom)
Derek Sandoval, VP Administrative Services
Connie Buchanan, Vice President Del Rio Campus
Dr. Mark Underwood, Vice President Special Projects
Dr. Randa Schell, Chief of Staff

Also present were:

Armando Mondragon, Dean of Applied Sciences
Charles Garabedian, Dean of Instructional Services and School District Partnerships
Landra Fowler, Faculty Association

1. President

- a. The President reviewed and discussed the details of the August Board of Trustees Meeting.

2. Vice President of Academic Affairs

- a. A.R. lead the discussion of SB 2786- TSI exemptions.
- b. A.R discussed the cost of lab fees especially for Dual Credit Courses.
- c. A.R. and cabinet members discussed the Dual Credit Zones.

3. Vice President of Student Services

- a. Discussed the Library Report and the Financial Aid.
- b. Discussed the Student Employment Job Fairs ongoing.
- c. Discussed Financial Aid appeals being processed.
- d. Discussed Student Success Services department progress.
- e. Discussed the 8-week 2 registration will pause from August 25 to September 4.
- f. Watermark Student Success &Engagement graduation is August 28.
- g. Instructors are bringing students to Student Success Centers.
- h. Discussed the enrollment report: 6066 headcount/34,058 non-dual credit hours
- i. Discussed Summer grads count is 89.
- j. C.M. discussed his departments events/activities calendar.
- k. Discussed Dual Credit parent meeting at CCHS.
- l. Scheduled a Q&A for this Saturday at 9:00 am-2:00 pm
- m. Targeting CS, CC, and Pearsall
- n. Need IT staff in person in case logins don't work
- o. Meetings with various school districts
- p. Meeting with Torres Unit officials on September 6
- q. Proposal coming to handle the course scheduling for Hondo, CC, and Pearsall

4. Vice President of Finance

- a. Nothing to report.

5. Vice President of Eagle Pass
 - a. Discussed Southwest Texas College hosting and participating in various school districts.
 - b. Reported the Welcome Back events have been well-attended.
 - c. Led the discussion of Friday's faculty meeting.
6. Vice President of Administrative Services
 - a. D.S reminded Cabinet Members on September 01 the Briscoe Auditorium will be in use.
 - b. D.S. reported a Paving update. The transportation los is next and paving will begin next week.
 - c. Discussed Public related information. The department is looking into 30 second commercials for football games and the preparations for the upcoming parades.
 - d. Reported on Housing. Move-in days went well.
 - e. Discussed the Gym and Pool updates. The 10:00am opening us going well. Uvalde High School pool contract is pending. The gym will close for Spring HVAC installation December 15 through June.
 - f. Discussed the Board report for tomorrow's Board of Trustees' Meeting.
7. Vice President of Del Rio
 - a. Led the discussion on the open positions at the Del Rio Campus. The Teller/Receptionist position has been filled and is starting on September 02. Custodian with skills position has been filled and is starting on August 25.
 - b. Vice President gave an update on the events and activities: Texas Department of Public Safety used the auditorium for training on August 14 and 15. Donuts and Directions was hosted on August 18 and 19. The last meningitis shot clinic will be held on August 21, 10am to 2pm. Del Rio P-Tech Student/Parent Orientation (New Student Orientation and Tour) is September 10. Eva meeting with Parents August 20 at the high school.
8. Vice President of Special Projects
 - a. Discussed the latest draft of QEP.
 - b. Substantive change for Del Rio hanger site is in process.
9. Chief of Staff
 - a. Discussed the VIDA Ribbon Cutting Ceremony in Del Rio on September 04.
 - b. Discussed Publishing Classes.
10. Faculty Association
 - a. Further discussed the implications of SB 37.

CABINET MEETING

August 27, 2025

	AGENDA ITEM	NOTES
1.	President	• September Public Hearing Date/Time: September 11 at 12pm Location: MSC- Bluebonnet Room <i>Public hearing on the proposed tax rate of \$0.12000 per \$100 of property valuation.</i> • September Board Meeting Date/Time: September 18, 2025 at 6 PM Location: MSC- Bluebonnet Room Departments: Business Management & ERP and Information Technology
2.	VP Academic Affairs	
3.	VP Student Services	
4.	VP Finance	

5.	VP Eagle Pass Campus	
6.	VP Administrative Services <i>When people are financially invested, they want a return. When people are emotionally invested, they want to contribute.</i> <i>-Simon Sinek</i>	• Maintenance • Paving • Day Care • Palomino Fest Parade/Event
7.	VP Del Rio Campus	• 8/20 - Club Welcoming, nice turnout • 8/25 – IT held DR ECHS Login/password assistance sessions, 8:30am-5:30pm • 8/25 – Jose Trevino, custodian with skills started • 8/26 -- Entered 2 Covid positive reports • 8/27 – J Gonzalez will set up at the cafeteria in DR HS, 11am-2pm • 9/3 and 9/4 – Law Enforcement Training in Auditorium • 9/4 – ○ 11am Ribbon cutting VIDA Resource Center ○ 11:30am Resource Fair/Cowboy Welcome Back
8.	VP Special Projects	

9.	Chief of Staff	
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Derek Sandoval, VP Administrative Services
Connie Buchanan, Vice President Del Rio Campus
Dr. Mark Underwood, Vice President Special Projects
Dr. Randa Schell, Chief of Staff

Also present were:

Armando Mondragon, Dean of Applied Sciences
Dr. Michael Bailey, Dean of Liberal Arts
Charles Garabedian, Dean of Instructional Services and School District Partnerships
Landra Fowler, Faculty Association

1. President

- a. Discussed the details of the September 11 Public Hearing and the September Board of Trustees' Meeting scheduled for September 18.

2. Vice President of Academic Affairs

- a. A.R. discussed Dual Credit degree audits and processes.
- b. Discussed the OER transition for math and science
- c. C.B. discussed the analysis of missed opportunities.
- d. Discussed the TEA strategic priorities.
- e. A.M. Discussed the Health Sciences updates EP audit for the Patient Care Technician Program.
- f. Discussed the Surgical Tech self- study is 80% complete with due date at the end of September.
- g. Discussed the PTA self-study seminar upcoming with CAPTE
- h. Discussed the upcoming St. Philip's College visit on September 09.
- i. Discussed the PR opportunity coming up for delivery of equipment the week of September 08.
- j. Reviewed the potential IBCs in tech program.
- k. Discussed Von Ormy Police and SAISD Police came to recruit.
- l. Discussed the Diesel Tech (Highway) has secured an agreement with RUSH trucking and Peterbilt.
- m. M.B. met with the Division Chairs yesterday briefly.

3. Vice President of Student Services

- a. Presented the Library Report of a possible shortage of laptops for checkout. The Library worked out an issue with the Library URL.
- b. Discussed the Financial Aid updates. Financial Aid scheduling FAFSA nights for high schools and work studies are cleared to work.
- c. Student Success Services are working on hiring tutors and working on SPIs.
- d. Student Success Services are working on shared calendars so that admin can see when and where success coach activities occur.
- e. Discussed setting New Student Orientation dates.
- f. Discussed High School visits will start promptly.
- g. Discussed Instructional Facilities distributed rally towels to be thrown out at high school football games.
- h. Discussed Hondo is working on FAFSA night for high school and are currently looking for a date in September to do a Meet and Greet.
- i. Discussed the Testing Center Updates of possibly becoming a testing site for fireman certification.
- j. Adult Education Literacy will be meeting on TWC grant on Monday.
- k. Discussed the Enrollment report; 6,081 head count; 54,804 total credit hours; 34,022 non-dual credit hours.
- l. Discussed Admissions and Registrar's office updates. The department is finishing up e-transcripts implementation. Registration for 2nd 8 week will resume on September 4th.
- m. C.M. met with the Dilley Superintendent.
- n. C.M. discussed the program for students with Intellectual and Developmental Disabilities.
- o. C.M. is meeting with Torres Unit staff tomorrow.

4. Vice President of Finance

- a. Nothing to discuss with the group.

5. Vice President of Eagle Pass

- a. B.H. has scheduled meetings with High School administrators to discuss information sessions and structured approach to ECA/Tech Academy registration.
- b. Discussed the College 101 at Eagle Pass High School upcoming.
- c. Discussed the transitioning Student Ambassadors to a Student Advisory Board.
- d. Discussed Lasso Your Future event has 5 students signed up so far.
- e. Discussed the Cowboy Roundup on September 09.
- f. Discussed a couple of possible partnerships items with Kickapoo.

6. Vice President of Administrative Services

- a. D.S. discussed the Maintenance updates; HVAC repairs are ongoing and working with Falco on ant problems. Team will be meeting tomorrow at Briscoe Auditorium.
- b. Discussed the paving updates; working on front of Briscoe Building and will be meeting with Dirksen on water issues in front parking lot.
- c. Discussed Daycare updates; 15 spots are reserved for faculty, staff, and students are full.
- d. Discussed the NACE accreditation renewal work ongoing.
- e. Christine Chapoy is nominated for director of the year.
- f. Discussed the Student & Community Outreach updates; Cowboy Hour activities will be held weekly on Uvalde Campus. Other events and activities going on in Eagle Pass and Del Rio.

Palomino Fest Parade/Event this weekend.

7. Vice President of Del Rio

- a. Discussed the nice turnout of the Club Welcoming on August 20.
- b. Discussed IT held Login/password assistance sessions at the Del Rio Early college High School on August 25.
- c. Discussed the new employment of Jose Trevino, Custodian with skills at the Del Rio campus starting August 25.
- d. Discussed the submission of 2 COVID positive reports on August 26.
- e. Discussed J Gonzalez will set up at the cafeteria in Del Rio High School at 11am through 2pm.
- f. Discussed the Law Enforcement Training held at the Auditorium on September 03 and September 04.
- g. Discussed the events scheduled for September 04; VIDA Resource Center and the Resource Fair/ Cowboy Welcome Back.

8. Vice President of Special Projects

- a. Discussed QEP; discussed and approved QEP SLOs and the QEP is in Watermark P&SS.
- b. Discussed the Focus Report: C.M. working on 12.5; D.S. is finishing up his work; R.S.F. is finishing up 8.2b.

9. Chief of Staff

- a. Discussed the Strategic, Innovations & Research first Coffee Hour on Friday. It went very well.
- b. SIR is gearing up for IPEDS fall reports.
- c. Discussed House Bill 8-Financial Aid for Swift Transfer (FAST) program.
- d. A.S. is working with Alina at THECB to place 194 records that were rejected because of early start dates on the fall 24 flex roster; Spring 2025 non-flex is 11,362 credit hours at \$646,164.
- e. Discussed No-Cost extensions to September 30 for EOC and UB; EOC will probably be ok, but can we float UB payroll at about \$8,500.

10. Faculty Association

- a. Nothing to discuss with the group.
- b. Discussed the feedback from faculty regarding faculty association changes due to the new law.